



EMJMD Erasmus Mundus Joint Master Degree Student Agreement

Category: Partner country scholarship holder

The Faculty of Sport and Human Movement Sciences, and Physical Education at the University of Clermont Auvergne (UCA), located at 3 Rue de la Chebarde, 630178 Aubière Cedex, France, Coordinating Institution of the Erasmus Mundus Joint Master Degree (EMJMD) 'Choreomundus – International Master in Dance Knowledge, Practice and Heritage' (acronym 'Choreomundus'), hereafter referred to as *the Institution*, represented in the present contract by the President of the University Clermont Auvergne, **Mathias Bernard**, as the *First Signatory*, and

Name: _____

First name: _____

Date of birth: _____

Place of birth: _____

Nationality: _____

hereafter referred to as *the Student*, with passport number _____ as the *Second Signatory*, have agreed the following terms and conditions:

1. The Student hereby commits him/herself to duly attend the Erasmus Mundus Joint Master Degree 'Choreomundus – International Master in Dance Knowledge, Practice and Heritage' (acronym 'Choreomundus'), having a duration of two (2) academic years of full-time study, beginning on 1 September 2018, in all of the following participating Universities (the Choreomundus Consortium), in accordance with the programme of study supported by the European Commission:

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- University of Clermont Auvergne (UCA), France
 - Norwegian University of Science and Technology (NTNU), Norway
 - University of Szeged (SZTE), Hungary
 - University of Roehampton, London (UR), United Kingdom
2. The attendance referred to will be recognised by the respective institutions as integral parts of the qualification for which the Student is preparing, as long as the Student is successful in the respective examinations and assessments.
3. The student, if successful in the respective examinations and assessments, will obtain an Erasmus Mundus Joint Master Degree 'Choreomundus – International Master in Dance Knowledge, Practice and Heritage' with single diploma parchment from all four above mentioned universities.
4. Under the present contract, the Student confirms:
- to attend continuously in accordance with the regulations of each institution and with the objective of successfully passing, the courses/modules, and the dissertation (including discussions with supervisors during the dissertation writing period) inherent in the programme of study
 - that s/he has not received any other scholarship or subvention financed by the European Commission under other Community programmes
 - that s/he has not received an Erasmus Mundus Scholarship before
 - that s/he will apply for all necessary visas in due time and has informed the Consortium about all circumstances s/he knows that might prevent her/him from getting visa to one of the Consortium countries.

In order to participate in the Erasmus Mundus Joint Master Degree Course 'Choreomundus – International Master in Dance Knowledge, Practice and Heritage' which is approved by the European Commission under the Framework Partnership Agreement (FPA) (application reference number **586641-EPP-1-2017-1-FR-EPPKA1-JMD-MOB**), the Student receives a scholarship of a total value of € **49 000** for the entire two-year period of study (€ **25 000** for the first academic year and € **24 000** for the second academic year), donated to the Choreomundus Consortium, consisting of the universities mentioned above, by the European Commission.

5. Scholarship and types of contribution:

- a. **Contribution to the Student:** The scholarship will be paid to the Student in 24 monthly instalments of 1 000 € each¹; plus two instalments (destined to cover travel costs) of 3 000 € per year, the first of these latter instalments being paid at the beginning of the first academic year (in **2018**) and the second instalment being paid at the beginning of the second academic year (in **2019**); and one instalment of 1 000 € (destined to cover

¹ The monthly subsistence allowance must not be given to:

Scholarship holders for the EMMC periods (study/research/placement/thesis preparation) spent in their country of residence. Scholarship holders from a Partner country for the EMMC periods exceeding three months spent in any Partner country.

installation costs for the two academic years)² to be paid at the beginning of the first academic year. The payments of the monthly instalments will be paid by bank transfer at the beginning of each calendar month.

- b. **Contribution to participation costs:** The contribution to the Choreomundus participation costs (with the exception of the insurance) is not paid to the Student; instead it is distributed in two annual instalments among the partner universities to cover local tuition fees: the first instalment upon the arrival of the Student and the second instalment at the beginning of the second academic year. The participation fee covers enrolment, the right to attend classes and exams, access to university facilities (libraries, computer rooms, study places, e-mail account and other facilities). The participation fee does not cover costs for books or readers to be used in courses.
- c. **Contribution to insurance costs:** The contribution to insurance costs is not paid to the Student. The consortium will arrange that the Student is covered according to Erasmus+ Erasmus Mundus Programme minimum requirements for health and accident insurance coverage.

The payment plan of the contribution to the student during the two academic years 2018-2019 and 2019-2020 will be as follows:

The Academic Year 2018-2019:

Instalment/Payment	Month	Amount (euros)
Instalment/Payment 1	September 2018	3 000 annual (contribution to travel costs)
		+ 1 000 (contribution to installation costs)
		1 000 scholarship (monthly subsistence allowance)
Instalment/Payment 2	October 2018	1 000
Instalment/Payment 3	November 2018	1 000
Instalment/Payment 4	December 2018	1 000
Instalment/Payment 5	January 2019	1 000
Instalment/Payment 6	February 2019	1 000
Instalment/Payment 7	March 2019	1 000
Instalment/Payment 8	April 2019	1 000
Instalment/Payment 9	May 2019	1 000
Instalment/Payment 10	June 2019	1 000
Instalment/Payment 11	July 2019	1 000
Instalment/Payment 12	August 2019	1 000
Annual total:		16 000

² Contribution to travel and installation costs: The total is 7.000 Euros per scholarship holder resident of a Partner country whose location is 4000 km or more away from the coordinating institution (UCA, France).

The Academic Year 2019-2020:

Instalment/Payment	Month	Amount (euros)
Instalment/Payment 1	September 2019	3 000 annual (contribution to travel costs)
		1 000 scholarship (monthly subsistence allowance)
Instalment/Payment 2	October 2019	1 000
Instalment/Payment 3	November 2019	1 000
Instalment/Payment 4	December 2019	1 000
Instalment/Payment 5	January 2020	1 000
Instalment/Payment 6	February 2020	1 000
Instalment/Payment 7	March 2020	1 000
Instalment/Payment 8	April 2020	1 000
Instalment/Payment 9	May 2020	1 000
Instalment/Payment 10	June 2020	1 000
Instalment/Payment 11	July 2020	1 000
Instalment/Payment 12	August 2020	1 000
Annual total:		15 000

6. After the last payment the Student should sign the acknowledgement of receipt of the total grant without delay and hand it in to the Choreomundus consortium representative at the institution where the Student is registered and currently studying.
7. Any deliberate failure on the part of the Student to fulfil the conditions expected in terms of attendance at the Erasmus Mundus Joint Master Degree Programme 'Choreomundus', in particular non-fulfilment of the conditions stipulated in the present Contract, constitutes sufficient reason for action to be taken towards resolving the issue and could lead to reimbursement of the scholarship awarded. In the case of reimbursement, the Coordinating Institution will determine the amount to be reimbursed, basing itself on the portion of the amount s/he should have received and which exceeds his/her actual expenditure incurred thus far (i.e. based on the number of months attended/completed, and/or a copy of their return ticket).
8. Upon exclusion, the Student shall in due time and before his/her departure pay for the following:
 - the rent of his/her accommodation, for the month of the day of his/her exclusion
 - the bank fees to pay for his/her bank account and his/her visa card, for the year of the day of his/her exclusion
9. The scholarship does not create or entitle an employer-employee relation between the University and the Student, and therefore is not subject to direct taxation.
10. In case of disputes, the rules and regulations established at the institution where the Student currently studies should be followed.
11. Any alteration to the present Contract or respective Annexes must be communicated in writing. All alterations to the initial situation must be immediately communicated by the Student to the Institution. Upon mutual agreement of contractual modifications, the Institution will issue an addendum to the present contract.
12. The Institution is exonerated from any responsibility for accidents, illnesses, injuries, losses or damages to persons or goods resulting from or in any way related to the activities that are the

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object of the present Contract. The Student is obliged to accept the insurance provided to Students, related to the activities for the full duration of the study period.

13. The following appendices constitute an integral part of the present Contract:

- **APPENDIX A – Student Mobility**
- **APPENDIX B – Programme Regulations**
- **APPENDIX C – Credit Systems in Partner Universities**
- **APPENDIX D – Grounds and Procedures for Appeal**
- **APPENDIX E – Complaints**

14. Further information concerning on Academic Calendars, Grading Systems, visa, mobility and curriculum is available from the Choreomundus Web pages www.choreomundus.org

First Signatory:

Second Signatory:

The President, University of Clermont Auvergne

Place and Date:

Place and Date:

(Stamp of Institution)

**APPENDIX A
STUDENT MOBILITY**

Choreomundus is a two-year degree, awarding 120 ECTS, divided into four semesters, students obtaining 30 ECTSs in each. In year one, all students arrive in France for joint induction into the programme and a short introductory intensive course, which provides a common intellectual framework to the programme content. They are then divided into two groups, Group A studying in Norway, Group B in Hungary. During the year, however, students come together again for two further intensive courses held, one each, in Norway and Hungary. In year two students remain together, spending semester 3 in France with a fourth intensive course, and semester 4 in the United Kingdom.

Modules and Student Mobility				
Semester 1				
GROUP A Pathway		GROUP B Pathway		ECTS
Intensive 1 – UCA <i>Introduction to Ethnochoreology and to the Anthropology of Dance</i>				5
Place	Module title	Place	Module Title	
NTNU	<i>Fieldwork, archiving and digitisation</i>	SZTE	<i>Ethnographic research methodology and archiving</i>	15
	<i>Dance history and heritage in Nordic spaces</i>		<i>European dance history and individual creativity</i>	10
Semester 2				
Intensive 2 – NTNU <i>Dance Analysis</i>				15
NTNU	<i>Dissertation 1: Analysing dance</i>	SZTE	<i>Dissertation 1: Conceptual and methodological issues for fieldwork</i>	10
Intensive 3 – SZTE <i>Labanotation</i>				5
Semester 3				
UCA	<i>Intangible Cultural Heritage in the age of digitisation</i> a. <i>Critical perspectives in ICH (Intensive 4)</i> b. <i>Structuring knowledge in the digital age</i> c. <i>Ritual, dance and performance</i>			15
	<i>Anthropology of dance: concepts and methods</i> a. <i>Corporeal experience and its modes of transmission</i> b. <i>From field to text</i> c. <i>Ethnography and interpretation</i> d. <i>Dissertation 2</i>			15
Semester 4				
UR	<i>Performance of Heritage</i>			10
	<i>People Moving, People Dancing</i>			10
	OR <i>Classicism and Power</i>			
	<i>Dissertation 3</i>			10

APPENDIX B PROGRAMME REGULATIONS

TERMINOLOGY

MODULE means one unit of assessed learning for which transferable credits are awarded. Credits are expressed as ECTS credits. Expected student commitment on a module includes, where relevant, all classes, practical work, tutorials, assignments, private study, and assessment.

PROGRAMME means a group of related modules that lead to the award of the Joint Master Choreomundus.

PARTNER The partners are:

- Université Clermont Auvergne (UCA), Clermont-Ferrand, France
(*University of Clermont Auvergne (UCA), France*)
- Norges teknisk-naturvitenskapelige universitet (NTNU), Trondheim, Norge
(*Norwegian University of Science and Technology (NTNU), Norway*)
- Szegedi Tudományegyetem (SZTE), Magyarország
(*University of Szeged (SZTE), Hungary*)
- University of Roehampton, London (UR), United Kingdom

TRANSCRIPT means a detailed statement of the modules taken and the results obtained.

DIPLOMA SUPPLEMENT means a detailed statement, as specified by the Bologna Agreement, concerning the programme.

DIPLOMA means the certificate awarded to students who have successfully completed the programme.

ADMINISTRATIVE REGULATIONS

Modes of Study

- Students are full-time students of Choreomundus.
- A proposed 'Interruption of Study' must be formally notified to the Choreomundus Coordinating Administrator and the Joint Programme Board and may not normally last for more than 12 months. Absences in excess of this amount must be registered as 'Withdrawal'.
- A student must initially register for modules worth at least 60 ECTS credits in the first year.
- The maximum permissible duration of study leading to an award, from initial registration to completion of Programme requirements, but excluding time spent on interruption, suspension, or withdrawal, shall be three years.

Levels of Study

- The academic standard of each module, including the standard of its assessment, shall be designated as being at Master's level.

Registration

- It is the responsibility of each student to ensure that his/her registered Programme is in accordance with these Regulations.
- All students will be admitted to an approved Programme of study leading to a target award.
- All students entering in September will be required to be registered for the modules at the point of taking them.
- The target award will be assumed to be a Master's degree.
- Rules for the registration and withdrawal from a module will be those of the institution offering the module.

Credit Accumulation and Transfer

- A successfully completed module earns a student a specified number of ECTS credits at Master's level.

AWARD REGULATIONS

Nomenclature of Awards

- These Regulations apply to the ***Master's Degree, which*** may be conferred on eligible candidates.
- Eligibility for awards depends on attainment of the minimum number of 120 ECTS credits.
- There is no exit award at Postgraduate Certificate or Postgraduate Diploma for this programme.

Transcripts, Diploma Supplement and Certificates

- The award certificate shall carry the names of all Partner Universities.
- Following the end of each academic year or semester, where appropriate, all students will receive a *transcript*, which records all modules taken in accordance with the Partner, and, where appropriate, any award conferred.
- On satisfactory completion of the degree, each student will receive a Diploma Supplement.
- No student shall be entitled to the award unless all fees for residence and any other sums due to the relevant Partner have been paid and the rightful property of those Partners returned.

APPEALS and COMPLAINTS

- A candidate who believes that he/she has been incorrectly marked in a particular module, or incorrectly failed, or incorrectly programme-terminated, has in certain circumstances the right of appeal. An appeal must be about an academic decision. Details of the grounds on which candidates may appeal and of the initial procedures to be followed are set out in Appendix D to these regulations.
- Pursuance of other possible grievances should follow the complaints procedure. Details of the initial procedures for complaints are set out in Appendix E.

APPENDIX C
CREDIT SYSTEMS IN EACH PARTNER UNIVERSITY

University of Clermont Auvergne (UCA)

The credit system at UCA is based upon a workload of 60 credits each academic year (30 credits per semester). This corresponds to the European Credit Transfer System of credits (ECTS).

Norwegian University of Science and Technology (NTNU)

The credit system at NTNU is based upon a workload of 60 credits (study points) each academic year (30 credits per semester). This corresponds to the European Credit Transfer System of credits (ECTS).

University of Szeged (SZTE)

The credit system at SZTE is based upon a workload of 60 credits each academic year (30 credits per semester). This corresponds to the European Credit Transfer System of credits (ECTS).

University of Roehampton (UR)

The credit system at the University of Roehampton consists of 120 credits per academic year. This amounts to 60 ECTS credits in the European Credit Transfer System.

**APPENDIX D
GROUNDS & PROCEDURES FOR APPEAL**

INTRODUCTION

Study at the partner institutions is governed by the Consortium Agreement and Programme Regulations for the Joint Award of the degree of Master “Choreomundus – International Master in Dance Knowledge, Practice and Heritage” from the University of Clermont Auvergne, Norwegian University of Science and Technology, the University of Szeged, and Roehampton University as long as the internal regulations of the participating university and / or legal regulations of the state, in which the study takes place, do not conflict.

1. An appeal must be about an academic decision.
2. An appeal must state the ground on which it is presented.
3. The only legitimate grounds for appeal should be one or more of the following:
 - that marks have been incorrectly recorded or incorrectly aggregated, or that the procedure for collation of marks has been incorrectly followed;
 - that there has been an irregularity in the conduct of examinations or other forms of assessment, of such a nature as to cause reasonable doubts as to whether the Joint Examination Board would have reached the same conclusion if the alleged irregularity had not occurred;
 - that there have been circumstances which affected the candidate's performance which he/she could not or did not, for valid reasons, divulge prior to the meeting of the Joint Examination Board.
 - that the candidate has demonstrable reason to believe that one or more of the examiners were prejudiced or unreasonably biased.

1. A candidate wishing to appeal must give notice in writing to the Programme Convener of the university in which the examination or assessment was held, or to the Local Administrator as soon as possible, but not before publication of the confirmed results, and not later than two weeks after the dispatch of the confirmed results by the Universities. However, appeals received for good reason outside this time limit may be considered, up to a maximum of three months.
2. A decision on the appeal will be made as speedily as is consistent with the complexity of the issue and the availability of relevant staff to comment. It is normal for the procedure from appeal to decision to take no longer than two months. In cases where an appeal against a full-time programme termination is being considered, a student is permitted to continue in attendance at modules for which he/she is already registered, pending the result of the appeal.
3. Appeals are considered (i) in accordance with the Equal Opportunities Policy of the Partners, and (ii) with due regard to confidentiality, so that consideration is restricted to a small number of staff. An intending appellant is encouraged to seek informal advice from the Chair of the Joint Programme Board before lodging a formal appeal.
4. The student will have the right to ask for the appeal to be considered according to the procedures of UCA, NTNU, SZTE, and/or UR. These particular procedures will be advised to any student wishing to pursue an appeal by the Convener of the university in which the examination or assessment was held or Local Administrator.
5. The results of an appeal will be notified to all the Partners. All Partners agree to accept the result of an appeal having been heard by UCA, NTNU, SZTE, and/or UR.

APPENDIX E COMPLAINTS

INTRODUCTION

Study at the partner institutions is governed by the Consortium Agreement and Programme Regulations for the Joint Award of the degree of Master “Choreomundus – International Master in Dance Knowledge, Practice and Heritage” from the University of Clermont Auvergne, Norwegian University of Science and Technology, the University of Szeged, and Roehampton University as long as the internal regulations of the participating university and / or legal regulations of the state, in which the study takes place, do not conflict.

1. The Partners endeavour to provide quality in all of their various enterprises. However, there are times when things go wrong and students fail to receive the **level of service**, which might reasonably be expected. In those circumstances, a student is entitled to complain. There are four categories of student complaints.
 - Academic Programmes
 - Services
 - Students
 - Staff
2. A complaint will be most relevant to the level of service provided by only one of the Partners. In the first instance a student wishing to make a complaint should notify the Chair of the Joint Programme Board. The Chair will then advise the student about how to follow the complaint procedures of the Partner concerned. Students will be advised of the existence of these procedures in the Student Handbook.
3. The progress of a particular complaint will be notified to the Joint Programme Board by UCA, NTNU, SZTE, and UR. All Partners agree to accept the result of a complaint having been heard by any of the Partners.